

# The University Senate of Michigan Technological University

## Proposal 17-10

### "Modifications to Syllabus Requirement"

[Proposal 26-08](#)

(Voting Units: Academic)

#### **Background/Rationale:**

Senate Proposal 13-01 encourages faculty to give a simple class evaluation early in the semester to improve the quality of their courses and instruction. Many faculty and students are not aware of this policy. To provide consistent application of Proposal 13-01 the following is offered as an amendment of Proposal 26-08.

#### **Proposal:**

Amend [Proposal 26-08](#) "Modifications to Syllabus Requirement" by inserting the text below into Proposal 26-08 following the item "Course Policies."

#### *Early-Term Class Surveys*

*Instructors of classes of ten or more students should include the following language on their syllabus:*

*"A course evaluation in this class may be conducted during the fourth or fifth week of the semester at the discretion of the instructor (Senate Proposal 13-01). Students may request that such a evaluation be done up until the fifth week of the semester either by contacting the instructor or by a signed letter or email to the University Ombudsman giving the course number, time of class meeting and instructor's name. The Ombudsman will notify the instructor that a course evaluation has been requested while maintaining the confidentiality of the student requesting the evaluation."*

**Introduced to Senate: 17 March 2010**

**Referred to Instructional Policy Committee: 17 March 2010**

**Revised by Instructional Policy Committee and Reintroduced to Senate: 31 March 2010**

**Defeated by Senate: 31 March 2010**